



HAWKEYE COMMUNITY COLLEGE BOARD OF TRUSTEES
March 26, 2024 6:00 PM Regular Meeting Minutes
Hawkeye Center, Board Room
1501 E. Orange Road, Waterloo IA 50701

Call to Order

Chair Jay Nardini called the meeting to order on March 26, 2024 at 6:00 p.m. and led those present in the Pledge of Allegiance. Present: Mr. Louis Beck, Mr. Dave Westley, Ms. JoDee Knox, Ms. Barbara McGregor, Mr. Casey McLaughlin, Mr. Ron Orf, Mr. Jay Nardini, Dr. Christine Hutcheson, Ms. Bridget Saffold (via zoom), and Student Representatives Ms. Alina Bruhlmeier and Ms. Isabella Hesse.

Others present: Dr. Todd Holcomb, President; Ms. Lynn LaGrone, Provost and Vice President of Academic Affairs; Mr. Daniel Gillen, Vice President, Administration and Finance; Ms. Nina Grant, Vice President of Student Affairs and Institutional Diversity; Mr. Aaron Sauerbrei, Vice President of Strategic Partnerships and Workforce Education; Ms. Susan Hauber, Executive Director of Human Resource Services; Ms. Heather Bremer-Miller, Executive Director of Institutional Advancement; and Ms. Mary Pat Moore, Executive Director of Public Relations and Marketing.

Adoption of Agenda

Moved by Westley seconded by McLaughlin to approve the agenda as reviewed:

- I. Call to Order and Pledge of Allegiance
- II. Adoption of Agenda
- III. Comments by the Public on Items on This Agenda
- IV. Declaration of Conflict of Interest
- V. Consent Agenda
- VI. Personnel Action
- VII. Assess the monitoring report for policy EL-5 Financial Condition and Activities Items 1-5 to determine if it demonstrates compliance with a reasonable interpretation of the policy.
- VIII. Assess the Ends #6, Enriched quality of life for community members and students monitoring report to determine if it demonstrates compliance with a reasonable interpretation of the policy.
- IX. Close the hearing after written and/or oral comments from the public are received for the Regional Transportation Training Center Expansion Project.
- X. Approve the proposed plans, specifications, form of contract, and estimated total cost of the Regional Transportation Training Center Expansion for Hawkeye Community College.
- XI. Approve the lowest responsive, responsible bid for bidder for the Regional Transportation Training Center Expansion Courtyard Project.
- XII. Approve the Resolution authorizing the issuance of Not to Exceed \$35,000,000 General Obligation School Bonds, and Levying a Tax for the Payment Thereof.

- XIII. Direct the Secretary to publish notice of the April 23, 2024 public hearing to be held at 6:00 p.m. on the proposed FY2025 Certified Budget.
- XIV. Approve the Resolution Directing the Publication of Notice on the Proposition of the Issuance of Not to Exceed \$450,000 Industrial New Jobs Training Certificates and authorize the Board President and Board Secretary to sign the resolution on behalf of the College.
- XV. Approve the Resolution approving preliminary official statement and approving electronic bidding procedures and authorize the Board President and Board Secretary to sign the resolution on behalf of the College.
- XVI. Approve the Resolution for \$115,000.00 New Jobs Training Certificates Series 2024-1 with Dignity Apparel, LLC and authorize the Board Chair and Board Secretary to sign the Resolution and Agreement on behalf of the College.
- XVII. Approve the Resolution for \$295,000.00 New Jobs Training Certificates Series 2024-1 with VGM Group, Inc. and authorize the Board Chair and Board Secretary to sign the Resolution and Agreement on behalf of the College.
- XVIII. Approve the February 16-March 14, 2024 audited and verified payments made for reasonable and necessary expenses of Hawkeye Community College and make them a part of the official minutes.
- XIX. Adjournment
Motion carried unanimously.

Comments by the Public on Items on This Agenda

There were no comments by the public on items on this agenda.

Declaration of Conflict of Interest

There were no conflicts of interest reported by board members on items on this agenda.

Consent Agenda

Moved by McGregor seconded by Knox to approve the following consent agenda items: February 27, 2024 regular board meeting minutes. Motion carried unanimously.

Personnel Action

Moved by Mr. Nardini seconded by Mr. Orf to approve the action on employment contract for probationary administrator.

President's Comments – Dr. Todd Holcomb

Commencement

Planning is currently taking place for the upcoming Commencement Ceremony scheduled for Friday, May 3. The ceremony will take place at the McLeod Center on the University of Northern Iowa's campus. All of the Trustees will be in attendance except those out of town on that day (Mr. Orf, Ms. Knox and Dr. Hutcheson).

Joint Boards Meeting

The Joint Boards meeting with Iowa Valley Community College, North Iowa Area Community College, and Central Rivers AEA is scheduled for Monday, April 8 at 4:30 pm. via Zoom. Hawkeye is hosting the meeting this year. During this meeting each

President will provide general updates regarding their respective community college as well as the Chief Administrator for the Central Rivers Area Education Agency.

Hawkeye Student Art Show Awards

The Trustees are invited to the opening reception of the Hawkeye Student Art Show Awards in the Hawkeye Library on Tuesday, April 9 at 6:00pm.

Facility Updates

Grundy Hall Open House will be on Thursday, April 18th from 4:00-6:00pm. Remarks at 4:15, complimentary hors d'oeuvres, wine and beer. Spread the word and bring a friend or guest!

Butler Hall update; right now, RDG is conducting interviews with faculty and BCE instructors regarding the building.

Board Education

Grants at Hawkeye – presentation by Ms. Constance Grimm, Director of Grants and Resource Development

Ms. Grimm introduced herself as the Grants and Resource Development Director. She presented on how grant funding at Hawkeye Community College has an immeasurable and transformative impact on our students and communities.

She explained the first thing grants do is provide access to affordable education through grants that reduce financial obstacles to students from diverse socioeconomic backgrounds. Which in turn leads to better job prospects giving communities an increased number of residents with long-term financial stability.

Also, grants support development of new programs, state of the art equipment acquisition, hiring of qualified instructors and staff which ties into workforce development. This gives students the opportunity to participate in relevant training and allows communities economies to grow.

Ms. Grimm reported that grants are programmatic in development and support for student engagement and community outreach. They provide workshops that engage with students and communities for example the Senior companion program that allows seniors to stay in their homes and provides companionship and support to other seniors.

Grants are also critical in providing student support services, as used in the Redtail student food pantry which combats hunger and gives students peace of mind about having food. These grants support students in navigating their education and help them overcome challenges and prepare for successful careers. This also enhances the quality of life for future leaders and society contributors.

In addition, grants contribute to facility improvements by improving buildings, classrooms, labs, library and recreational spaces. They are used to enhance students learning environment. With these improvements, the communities receive improved infrastructures, bolstered economies, increased property values, expanded educational resources and enhanced vitality.

Student Representative Reports – Ms. Alina Bruhlmeier and Ms. Isabella Hesse

Ms. Bruhlmeier gave an update on the Towers Apartments. She reported that she received an email from Nina Grant about the opportunity of a student advocate for the Towers. Ms. Bruhlmeier is talking with management of the Towers, Candee Dalton from Kahuna Management.

She also reported on the International Student Club, they are preparing for the international graduate's picnic. Another project is assembling health care packages for the international students to be sent from the health clinic. They had a survey go out to them regarding what problems they face at Hawkeye. Based on the feedback, the group is working on fixing transportation issues, looking for a possible driver from a local organization to transport students.

Ms. Bruhlmeier also gave an update on Softball; the team hosted their first home game at Hudson but unfortunately lost both games. She also shared an update from Head Coach Courtney on the ongoing season: Really excited about this program, has great vision for program, glad to play in front of home crowd and invites the Board to the next home game, this Friday afternoon at Hudson.

Ms. Hesse reported that The Hawkeye Track team took eight athletes down to the University of Florida for NJCAA Nationals. The standings of the athletes that competed are as follows: Tino Tamayo (Sophomore) finished 10th with a new school record in the weight throw with a throw of 16.61m (54'6"), Adam Smith (Freshman) also finished in 10th place with a throw of 14.26m (46'9.5") in the shot put, Nathan McFarlane did not clear the opening height at Nationals, but had a very good freshman year; tying the indoor school record in the high jump with a leap of 2.00m (6'6.75"), the men's 4x400m relay team of Evan Kearney, Sean Knockel, Kaden Miller and Kenny Cutler finished 18th with a season best of 3:23.60, and Amber Homan finished in 18th place in the 600m run with a big personal best of 1:40.19 and also finished 20th in the 1000m run with a personal best of 3:06.80.

Ms. Hesse also shared the following from their Head Coach, Scott Roberts: "We are very excited for the outdoor season, as we feel that with our facilities, we are a better outdoor team. We should be strong in the throws, hurdles, and high jump on both the women's and men's side. We believe several school records should fall this spring. Our coaching staff is very thankful for the new office space in the HESC. It is much easier for the student-athletes to access the coaches with them on campus. It also allows for better recruiting conversations with parents and potential student-athletes when they are on campus."

Ms. Hesse also reported the college hired a new head volleyball coach, Chris Mahi.

February 27, 2024 CC for Iowa Board Report, Trustee JoDee Knox

Ms. Knox reported plans are underway for the 2024 Summer Trustee Conference and Fall Convention. The Trustee Conference scheduled for July 10-11, 2024 at Hawkeye Community College.

Community Colleges for Iowa is in the process of developing a list of training and facilitation topics we can offer at local board meetings. They are also continuing work with the funding formula committee on a long-term strategy for distribution of State General Aid. Also, continuing to work with the concurrent enrollment committee on building consistency and sustainability.

In addition, Ms. Knox reported Community Colleges for Iowa is advocating for all Iowans to benefit from Community Colleges by meeting with every member of Iowa's congressional delegation as a part of the February National Legislative Summit in Washington, DC. Some of the topics discussed: Short-term workforce Pell, Pell taxation, FAFSA changes and challenges. They are working their priorities through the legislative session and working to address other issues as they arise. Community Colleges for Iowa is preparing for the new Leadership in Action Week to include the Student Legislative Seminar, PTK, the Day on the Hill and opportunities to engage online.

Ownership Linkage

None.

Ends Items for Decision

None.

Governance Process – Items for Decision

Governance Process Item 1 – Governing Style

The board reviewed its Governing Style (GP-1) February 27, 2024 board self-evaluation summary and found it to be satisfactory.

Board Planning Cycle and Agenda Control GP-3

Item #1.5 Self-Evaluation of the Board's own compliance with its Governance Process and Board-President Delegation policies:

The Board evaluated itself on its annual fulfillment of Policy GP-1 – Governing Style and found it to be satisfactory.

The Board evaluated itself on its annual fulfillment of Policy GP-3 – Board Planning Cycle and found it to be satisfactory.

Executive Limitations Items for Decision

None.

Board-President Delegation Items for Decision

None.

Monitoring President Performance – Ends & Executive Limitations

Moved by Mr. Nardini seconded by Dr. Hutcheson that the board has assessed the Executive Limitations Financial Condition and Activities (EL-5) #1-5 Monitoring Report and determined it demonstrates compliance with a reasonable interpretation of the policy. Motion carried unanimously.

Moved by Mr. Orf seconded by Mr. Beck that the board has assessed the Ends #6, Enriched quality of life for community members and students monitoring report and determined it demonstrates compliance with a reasonable interpretation of the policy. Motion carried unanimously.

Required Approvals

Board Chair Nardini opened a public hearing for the Regional Transportation Training Center Expansion at 6:05 p.m. Moved by Mr. Nardini seconded by Mr. McLaughlin to close the hearing after no public oral or written comments were received. Motion carried unanimously.

Moved by Mr. Beck seconded by Mr. Orf to approve the proposed plans, specifications, form of contract, and estimated total cost of the Regional Transportation Training Center Expansion Project. Motion carried unanimously.

Moved by Mr. McLaughlin seconded by Ms. Knox to approve the following lowest responsive, responsible bid by Huff Contracting Inc. for bidder for the Regional Transportation Training Center Expansion Project. Motion carried unanimously.

Moved by Mr. Nardini seconded by Mr. McLaughlin to approve the Resolution authorizing the issuance of Not to Exceed \$35,000,000 General Obligation School Bonds, and Levying a Tax for the Payment Thereof. A roll call vote was taken. Ayes: Mr. Nardini, Mr. McLaughlin, Mr. Beck, Mr. Orf, Ms. Knox, Ms. McGregor, Mr. Westley, Ms. Saffold and Dr. Hutcheson. Nays: None. Resolution adopted.

Moved by Mr. Westley seconded by Ms. Knox that the Board direct the Secretary to publish notice of the April 23, 2024 public hearing to be held at 6:00 p.m. on the proposed FY2025 Certified Budget. Motion carried unanimously.

Moved by Ms. Knox seconded by Mr. McLaughlin to approve the Resolution Directing the Publication of Notice on the Proposition of the Issuance of Not to Exceed \$450,000 Industrial New Jobs Training Certificates and authorize the Board President and Board Secretary to sign the resolution on behalf of the College. A roll call vote was taken. Ayes: Mr. Nardini, Mr. McLaughlin, Mr. Beck, Mr. Orf, Ms. Knox, Ms. McGregor, Ms. Saffold and Dr. Hutcheson. Abstain: Mr. Westley. Nays: None. Resolution adopted.

Moved by Dr. Hutcheson seconded by Mr. Beck to approve the Resolution approving preliminary official statements and approving electronic bidding procedures and authorize the Board President and Board Secretary to sign the resolution on behalf of the College. A roll call vote was taken. Ayes: Mr. Nardini, Mr. McLaughlin, Mr. Beck, Mr.

Orf, Ms. Knox, Ms. McGregor, Ms. Saffold and Dr. Hutcheson. Abstain: Mr. Westley.
Nays: None. Resolution adopted.

Moved by Mr. McLaughlin seconded by Mr. Nardini to approve the Resolution for \$115,000.00 New Jobs Training Certificates Series 2024-1 with Dignity Apparel, LLC and authorize the Board Chair and Board Secretary to sign the Resolution and Agreement on behalf of the College. A roll call vote was taken. Ayes: Mr. Nardini, Mr. McLaughlin, Mr. Beck, Mr. Orf, Ms. Knox, Ms. McGregor, Mr. Westley, Ms. Saffold and Dr. Hutcheson. Nays: None. Resolution adopted.

Moved by Mr. Nardini seconded by Ms. Knox to approve the Resolution for \$295,000.00 New Jobs Training Certificates Series 2024-1 with VGM Group, Inc. and authorize the Board Chair and Board Secretary to sign the Resolution and Agreement on behalf of the College. A roll call vote was taken. Ayes: Mr. Nardini, Mr. McLaughlin, Mr. Beck, Mr. Orf, Ms. Knox, Ms. McGregor, Ms. Saffold and Dr. Hutcheson. Abstain: Mr. Westley.
Nays: None. Resolution adopted.

Moved by Ms. Knox seconded by Mr. McLaughlin to approve the February 16-March 14, 2024 audited and verified payments made for reasonable and necessary expenses of Hawkeye Community College and to make them a part of the official minutes. Motion carried unanimously.

Adjournment

The regular session of the Board of Trustees meeting adjourned at 7:23 p.m.

Respectfully submitted,



Dee Paulsen
Assistant to the President
Secretary to the Board of Trustees